

Fred Sullivan  
Chairman  
  
Janine L. Burke  
Executive Director



Scott Avedisian  
Mayor

**Warwick Sewer Authority**  
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**Board Meeting Minutes**  
**Wednesday, September 21, 2011, 5:30 P.M.**  
**Warwick Sewer Authority Conference Room**  
**125 Arthur W. Devine Boulevard**  
**Warwick, RI 02886**

<b>Board Members in attendance:</b>	<b>Guests:</b>
Fred Sullivan, Chairman	Attorney John Boehnert
Gary Jarvis	Mr. Dennis Setzko, P.E., AECOM
Steven Sylven, P.E.	Mr. Erik Meserve, P.E., AECOM
	Mr. Doug Gove, P.E., AECOM
<b>Board Members not present:</b>	Ms. Meredith Washington, AECOM
Mr. Aaron Guckian, Secretary	Steve Cabral, P.E., Crossman Engineering
Mr. Peter Ginaitt	Todd Ravenelle, P.E. GRA, Inc.
	Alan Leveillee, PAL, Inc.
<b>Staff present:</b>	
Janine L. Burke, Executive Director	John Revens, Legal Counsel
Lynda E. Ortiz, Customer Service Manager	Lynn F. Owens, Administrative Coordinator
Patrick Doyle, Asst. Superintendent	

It should be noted that due to the rescheduling of this meeting, Board members Guckian and Ginaitt were unable to attend.

**1. Call to Order** At 5:37 p.m. Chairman Sullivan called this meeting to order.

**2. Approval of Minutes**

a. Approval of minutes from the regular meeting held August 18, 2011.

ACTION: Mr. Sylven moved approval of the minutes. Mr. Jarvis seconded the motion. Chairman Sullivan, Messrs. Sylven and Jarvis voted in favor of the motion. Motion approved.

**3. Operation and Maintenance Division**

a. Facilities Plan Amendment  
Dennis Setzko, P.E., AECOM, to submit progress report

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Mr. Setzko submitted the AECOM progress report and stated they are working on the process modeling. Erik Meserve stated AECOM is evaluating options to optimize the existing process to comply with revised discharge limits. He stated he has also been working on the text of the Facilities Plan.

Mr. Setzko reported that AECOM is moving along rapidly now, conscious of the December deadline.

### **b. Energy Savings Measures**

Dennis Setzko, P.E., AECOM, to submit progress report

Director Burke stated AECOM has completed all their work for the Energy Savings Measures. She said WSA is submitting those bills for reimbursement through the energy grant. This item can be removed from the agenda.

### **c. Purchase Authorization**

Replacement Motor Starters at Loveday Pump Station

Northeast Electrical: \$15,987.00

ACTION: Following discussion of this item, Mr. Sylven moved approval of the purchase. Mr. Jarvis seconded the motion. Chairman Sullivan, Messrs. Sylven and Jarvis voted in favor of the motion. Motion approved.

## **4. March 30, 2010 Pawtuxet River Flooding**

### **a. Financial Report of Flood Expenses**

Director Burke stated we are still looking at a total of \$14 Million or so in damages. She stated the new blowers are being installed, which is being funded by the Energy Efficiency grant. Director Burke referred to the Consent Agenda regarding a request to FEMA for time extensions on three projects that we do not think will be completed by September 30<sup>th</sup>. She said it appears now that only the Hart Engineering work will not be completed by September 30<sup>th</sup>.

### **b. Flood Protection Study**

Mr. Setzko introduced Doug Gove and Meredith Washington of AECOM. He said they will be working on the flood protection study for WSA. He said the borings have been done and data is being reviewed. Mr. Setzko stated AECOM received information from the US Geological Survey (USGS) on new flood elevations which explains where USGS is coming from with the 100 and 500-year flood elevations, based on the most recent storm of last year.

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Mr. Gove explained the implications of those flood elevations and what they mean to WSA going forward. He stated AECOM will address in its flood protection study seepage issues and the option of raising the flood wall. He said USGS found the 100-year flood elevation has increased by 1.4 feet; the 500-year elevation is decreasing by 1.9 feet. Mr. Gove stated AECOM will look at best options and alternatives to raise the levee by 6.5 feet. He said survey work will be conducted over the next few weeks; going forward we will look at storm water impacts and also potential seepage impacts.

### c. Mitigation Efforts

### d. Bellows Street Pumping Station

- i. U.S. Department of Commerce Economic Development Administration, Award of Grant: \$721,360

Director Burke thanked those that assisted in pulling together the grant application. She said WSA has allocated \$901,000 for this project; matching funds will come from CDBG grants.

- ii. Contract Amendment: Design, Engineering, Inspection Services Crossman Engineering, Inc.: not to exceed \$48,130

ACTION: Director Burke stated she approached Crossman Engineering to provide us with an amendment to the preliminary design contract for flood mitigation efforts at the Bellows Street pumping station. She said the amendment is for final design and permitting of the project. She stated a scope of services is included in the agenda packets and the contract includes a not to exceed price of \$48,130 to elevate the station at its current location above the 100-year flood plain. She said all of the hourly rates are at the original bid rates that were in existence when Crossman held the city contract for engineering services. She said Crossman has also provided an estimate on construction administration/inspection services but that service is not being considered at this time.

Mr. Steve Cabral, P.E., Crossman Engineering, outlined the plans for flood mitigation efforts at the Bellows Street pumping station, the goal being to rebuild the station on the city lot, elevating all the electrical, generator and intake components above the 100-year flood plain. He stated this is definitely the most cost effective of the options considered. He stated the biggest issue is the fact that the ground level is about 6-7 feet lower than the 100-year flood plain.

After clarification about SCADA (R.E. Erickson will install during construction following standard specifications for the WSA system), Mr. Jarvis moved approval of the contract amendment. Mr. Sylvan

seconded the motion. Chairman Sullivan, Messrs. Jarvis and Sylven voted in favor of the motion. Motion approved.

## **5. Construction Division**

### **a. Purchase Authorization**

2012 Chevy Silverado 3500HD 4WD Pick-up Truck

Hurd Automall, LLC: \$37,310.00

ACTION: Director Burke asked that this matter be held.

### **b. Sewer Project Update Report**

#### **i. Governor Francis Farms Phase II**

#### **ii. Bayside IV/Longmeadow**

Director Burke stated other than a couple of punch list items at the pumping station, the Governor Francis Phase II project is complete. She stated we have about 75 connections to date in that project area. She stated work continues on the Bayside IV/Longmeadow project on Crystal Drive. She stated about 100 property owners have sewer service available for connection at this point.

### **c. Engineering Services**

#### **i. Governor Francis Farms Phase III: Gordon Archibald, Inc. Progress Report**

Todd Ravenelle, P.E., Gordon Archibald, Inc., in attendance to discuss the Governor Francis Farms Phase III project. He presented an executive summary status report on the project. He stated the last part of the project is determining a lot for the pump station. Chairman Sullivan stated he'd like to identify the location of the pump station and complete the design phase so WSA is ready if construction funds become available. Director Burke stated she will research the possible pump station locations and prioritize the lots for further archeological review that will be required and report back to the Board next month.

#### **ii. Bayside I, II, III: Gordon Archibald, Inc. Progress Report**

Todd Ravenelle and Alan Leveillee, senior archaeologist, Public Archeological Laboratory, Inc. (PAL), reviewed with the Board the design background on these projects. Mr. Ravenelle presented an executive summary status report. He stated lots for the pumping stations have been identified. He stated during the design process in Bayside I we had PAL get involved; there are significant archeological findings in the area.

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Mr. Leveillee stated there is a high density concentration of cultural resources, including evidence of structural remains, Native American occupation and, of most concern and consequence, human skeletal materials in at least three different areas within the Bayside site, one of them being multiple individuals. He stated this is a situation where federal law applies. He said EPA and the Narragansett Indians are involved as interested parties and are very concerned about preservation and/or protection and coordination. He stated the National Historic Preservation Act requires us to consider sites potentially eligible for listing on the national register, and there are federal laws, state and municipal laws and ordinances that also concern human skeletal remains. He stated all of those factors come into play in the Bayside areas, and they've only scratched the surface in our investigation.

Mr. Leveillee said that his preliminary interpretation is this is very likely one of the locations of the Shawomet Native American village (c. 1700) that was targeted during King Philip's war (1676) where it's documented that eighty Native Americans were confronted by colonial forces and killed. He said there are research issues here as well as contemporary political, cultural, anthropological issues, and you've got issues with federal and state law and municipal considerations; he stated that this is a highly complicated situation. He said this sewer construction project has stalled for two years just getting EPA, the tribe and PAL, as the anthropologist, to communicate with each other. He stated the WSA has been transparent throughout this process.

Chairman Sullivan asked about continuing the archeological investigation. Mr. Leveillee stated it is imperative that the Narragansett Indian tribe be present in the field for legal and spiritual reasons if archeological investigations are to proceed.

Mr. Ravenelle stated GRA has spoken with PAL about how this project could potentially move forward. He stated the present design is based on gravity sewer with some pressure sewer collecting in three pump stations. He said rather than consider any gravity sewer, an alternative is everything would be done using pressure sewers. He stated once the layout of design has been identified, we would introduce this option to the Tribe.

Mr. Revens expressed his concern about working cooperatively and successfully with all entities involved to bring sewers to this area. Mr. Jarvis stated based on the evidence it sounds like chasing this project is not feasible. He said he understood why we want to extend sewers to the area, but if the barriers to getting it done are so insurmountable, we would be better served looking at more feasible sewer project areas.

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Director Burke stated she had hoped that EPA could start a dialogue with the Narragansett Indians. Mr. Leveillee said he had painted a bleak picture, and there are no guaranteed outcomes, however, John Brown the tribal historic preservation officer for the Narragansett Indian Tribe, has sat in this room with the EPA representatives and said that he wants to work with us.

Director Burke stated this area has been in the Facilities Plan since 1979. She stated we need to assist the property owners in that area, subject to the Cesspool Phaseout. She stated she will continue working with EPA to coordinate negotiations with the Narragansetts. Mr. Ravenelle stated you could investigate the extension of pressure sewers from the Longmeadow project area.

### 6. Billing Services Division

- a. Purchase Authorization: Water deduct meters and equipment for WSA customers serviced by the Kent County Water Authority

ACTION: Director Burke provided the Board with a memo on the purchase of water deduct meters and equipment. She stated capital will be used to fund the initial purchase. She stated the cost of the meters will be reimbursed by the property owners as purchased and installed.

Mr. Sylven asked about the installation of the deduct meters. Director Burke stated a plumber must install the meter; WSA staff will inspect the installation, following training by City Water Division staff. Mr. Sylven moved approval of the purchase of deduct meters and equipment. Mr. Jarvis seconded the motion. Chairman Sullivan, Messrs. Sylven and Jarvis voted in favor of the motion. Motion approved.

#### b. Sewer Assessment Abatement

Name	Service Address	Reason	Amount
Buttonwood Beach Association/Buttonwoods Fire District	Multiple service locations	In accordance with Easement Agreement, there shall be no financial assessment against undeveloped property until developed	\$825,941.22

ACTION: Attorney John Boehnert in attendance representing the Buttonwoods Beach Association/Fire District. Director Burke stated part of the agreement WSA signed with the Association to construct sewers in Buttonwoods provides for this abatement of assessments on properties that are undeveloped.

Mr. Jarvis moved to accept the abatements. Mr. Sylven seconded the motion. Chairman Sullivan, Messrs. Sylven and Jarvis voted in favor of the motion. Motion approved.

Director Burke asked Attorney Boehnert if he had received the email about assessment on the other accounts WSA considers developed? Attorney Boehnert said yes and that the Association agrees to that. He thanked the Board for their consideration.

## **7. Administrative Items**

### **a. Director's Report**

#### **i. Hurricane Irene After Incident Report**

Director Burke reported that WSA weathered the latest storm surprisingly well. She stated we are getting good at emergency preparedness and response. She said, however, this storm did not involve multiple disasters; there was no threat of flooding at the treatment facility and hardly any issues in the collection system. Director Burke stated power outages, at about half of our pumping stations initially, were the biggest problem we had to deal with. She said that along with this came a concern about communications if cellular towers were affected by the high winds. She stated thankfully things went smoothly and there were no major issues.

Director Burke said that WSA staff had a debriefing earlier today with EMA Director Chief Armstrong. She stated we have compiled a list of suggested changes to our emergency response plans as well as needs for emergency response equipment. She said, for example, we plan to purchase a new municipal band radio system and numerous mobile and handheld units under a bid Chief Armstrong has in place. Director Burke stated it's possible he will get grant funding for that. She stated we are going to get WebEOC software on the desktops of the Superintendent and first responders. She stated we have a new portable generator in our capital budget for this year because our largest one is ancient but it held out during this storm and operated continuously for days due to the efforts of our maintenance crew. She stated we also need new air compressors to use when our air ejector stations lose power.

- ii. Report on 8 Ann Street/grinder pump issue
- iii. Cedar Swamp Pumping Station improvements
- iv. Financial Report
- v. Administrative Schedule

### **b. Chairman's Report**

Chairman Sullivan asked about the QA/QC progress being made on the Big Head database. Director Burke stated work continues but slowly. Billing Services Manager Lynda Ortiz stated MIS must assist in making changes and improvements to the database.

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Chairman Sullivan asked about the 48" main influent pipe and potential issues. Director Burke stated there is a single influent line under the highway running into the facility. She stated as part of the examination of our vulnerabilities to floods and other hazards (i.e. road collapse), WSA had the line televised. She stated we are now looking at ways to improve the integrity of that line so there are no problems; that will involve a large capital improvement project and financial investment. Mr. Sylven suggested WSA consider a capital improvement project for an additional backup line to reduce our vulnerability if the main line ever goes out.

### **c. Sewer Assessment Committee Report**

Mr. Jarvis reported that the committee will meet next week to review proposed enabling legislation changes.

## **8. Consent Agenda – Correspondence**

- a. WSA to RIEMA requesting extension of completion deadline for large project closeouts (8-26-11)
- b. RI Historic Preservation & Heritage Commission comment on Bellows Street Pump Station Reconstruction (9-6-11)
- c. RIDEM regarding RI Cesspool Act of 2007 (9-6-11)
- d. WSA Financial Report to the City Council (9-7-11)

ACTION: Mr. Jarvis moved approval. Mr. Sylven seconded the motion. Chairman Sullivan, Messrs. Sylven and Jarvis voted in favor of the motion. Motion approved.

## **9. New Business**

Introduction of new business to be docketed for an upcoming meeting or to be referred to the executive director or legal counsel for comment. No items were introduced.

## **10. Old Business**

- a. WSA Deferment Policy
- b. Mandatory Sewer Connection Program
- c. Amendments to By-Laws
- d. Modifications to Septage Hauling Regulations
- e. GIS Program Status

Director Burke stated we have ordered the software. Chairman Sullivan asked when the software will be delivered and installed. Director Burke stated we should have it in a few weeks; MIS must install when received.

- f. Connect Capable Fee



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**11. PUBLIC COMMENT PERIOD**

**12. Adjournment**

Mr. Sylven moved to adjourn the meeting. Mr. Jarvis seconded the motion. Chairman Sullivan, Messrs. Sylven and Jarvis voted in favor of the motion. Motion approved.

At 7:38 p.m. this meeting ended.

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Aaron Guckian, Secretary